



MAHARASHTRA EDUCATION SOCIETY'S  
(SINCE 1860)

# ABASAHEB GARWARE COLLEGE (AUTONOMOUS)

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**Prof. (Dr.) Vilas R. Ugale**  
M.A., Ph. D.  
**Principal**

- NAAC Re-Accredited 'A' Grade
- Best College Award - Savitribai Phule Pune University
- Best Student Development Board Award - Savitribai Phule Pune University

- I.D. No.: PU/PN/A.S./009 (1945)
- JR. COLLEGE CODE: 11.003
- AISHE CODE : C-41477
- PUN CODE : CAAP 010040

Ref. No. :

Date :

## Minutes of IQAC Meeting

Date: 3<sup>rd</sup> October 2023    Venue: AV Hall    Time: 3 to 4.30 pm    Present members- 13

### **Agenda:**

**Point1.** Confirmation of minutes held on 15<sup>th</sup> May 2023

**Point 2. Administrative-** Regarding work distribution to criteria and documentation in charges

**Point 3. Quality initiatives-**

- Regarding mapping of slow and advanced learners
- Regarding teaching plan (AY 2023-24) and feedback (AY 2022-23)
- Regarding international/ national conferences/ workshops to be conducted in academic year 2023-24
- Discussion on PM USHA proposal and any other research proposal
- Regarding incubation, innovation start up laboratory and skill development centre

**Point 4. Any other item with permission of chair**

In the beginning, Dr. Sonawane, IQAC coordinator welcomed everyone.

**Point no. 1:** Dr. Sonawane first briefed agenda for the meeting and read minutes of meetings

held on 15<sup>th</sup> May 2023 along with action taken report.

**Resolution:** The minutes of the meeting held on 15/05/2023 were read and confirmed

**Point No. 2:** As per agenda a discussion happened regarding distribution of duties.

**Resolution:** It was resolved to have following distribution and everyone agreed to abide & deliver the given job role.

Prof. Dr. Sunita Bhagwat, Vice-principal (Science) is given responsibility of providing all academic information related to grant section of science stream.

Prof. Dr. Aparna Agashe Vice-principal (Arts) is given responsibility of providing all academic information related to grant section of Arts stream.

Dr. Bharambe Vice-principal (self-funded) is given responsibility of providing all academic information related to self-funded section of Science & Arts stream. She has also been given responsibility of ICT of college.

Shri. Kisan Sable, Registrar of college is responsible for providing office related information of grants section and Ms. Metkute madam about self-funded section.

Prof. Dr. Pramod Sonawane to be continued as IQAC coordinator and will be providing the required coordination for IQAC related activities, as well as AISHE, MIS and NIRF related data.

The Criteria in-charges and extended committee for each criterion was decided as given below and that they should collect relevant information/documents from each department and office as required for AQAR/SSR.

Criterion	In-charge	Extended committee members
I	Dr. Prafulla Shede	Apurva Pali, Dr. Babasaheb Gavhane, Kisan Kumare
II	Prof. Dr. Supriya Patil	Dr. Vinod Dhage, Dr. Gauri Abhyankar, Mr. Atishkumar Gavit, Dr. Varsha Todmal
III	Prof. Dr. Shobha Waghmode	Dr. Surabhi Shintre, Ms. Rujuta Joshi, Dr. Pradeepkumar Mane
IV	Prof. Dr. Anil Khairnar	Dr. Avinash Shelar, Ms. Swati Jadhav, Dr. Preeti Kulkarni,
V	Dr. Nitin Ade	Dr. Rajendra Jamdade, Prof. Dr. Asha Bengale, Dr. Maya Khater
VI	Ms. Chitra Nagarkar & Prof. Dr. P D Sonawane	Prof. Dr. Vidya Kalyankar, Shri. Madhav Inchure
VII	Dr. Priyanjali Dixit	Apurva Pawar, Dr. Neha Deshpande, Dr. Seema Rodge

Dr. Bhushan Patil was appointed as documentation committee in charge. Later Dr. Bhagwat suggested that some senior person should be appointed as documentation in charge. Dr. Bhushan Patil is also working as NEP nodal officer.

This suggestion was accepted by all members and Dr. Chetana Desai was appointed as documentation committee in charge. The other members of documentation committee as given in the list of various committees of college to remain same.

Shri. Kundalik Shende, was given the responsibility of collection and analysis of feedback of teachers from the students through our MASTERSOFT ERP, Prof. Dr. P D Sonawane and Dr. Manisha Bharambe to provide all necessary logistics and help needed.

It was also resolved that the representatives from management, industry, alumni, student and local representative required in IQAC Committee be finalised by discussion in the CAC.

**Point No. 3(a):** Regarding mapping of slow and advanced learners

**Resolution:** It was resolved that as per our earlier practice, the responsibility for identification of mapping of slow and advanced learners be given to psychology department.

**Point No. 3(b):** Regarding teaching plan (AY 2023-24) and feedback (AY 2022-23)

Prof. Dr. P D Sonawane informed that all departments were instructed to submit a teaching plan in a given format for this current semester but only few departments have submitted it. Also link of feedback for the academic year 2022-23 is already posted but there was poor response from the students.

**Resolution:** It was resolved to take a proper follow-up action for getting the teaching plan from each department and to convey all HODs for encouraging students to submit the feedback forms.

**Point No. 3(c):** Regarding international, national conferences/workshop to be organised in college.

**Resolution:** It was resolved that as per our earlier practice a common notice be displayed for inviting the proposals from interested departments for the conduction of conferences/workshop and to allot as per the merit of proposal.

**Point No. 3(c):** Regarding PM-USHA proposal submitted by college

Prof. Dr. Anil Khairnar briefed the members about PM-USHA proposal submitted by the college. He mentioned tentative distribution of funds those will be received under above scheme. The split up will be 30% amount will be reserved for renovation, 30% for ICT and 40% for equipment.

**Resolution:** The committee noted the information about the proposal and wished good luck for the same and agreed to extend any help in this regard.

**Point No. 3(c):** Regarding incubation, innovation & start up cell to be established in college.

Prof. Dr. Shobha Waghmode, in-charge of incubation, innovation & start up cell to be established in college informed that a committee has been already formulated and already started working on the same. Soon visits will be arranged to incubation centres in and around Pune for the committee members.

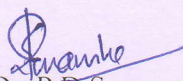
**Resolution:** The committee noted the information about the incubation, innovation & start up cell wished good luck for the same and agreed to extend any help in this regard.

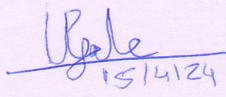
**Point no. 4:** Any other item with permission of chair

With the permission of chair, Prof. Dr. P D Sonawane raised the issue of providing a well-equipped meeting room for IQAC for discussions, writing and submission of various reports.

**Resolution:** It was resolved that for the time being Room no. 2 be used as IQAC meeting room for discussions, writing and submission of various reports and that provision for 2 computers and printers will be made in the same room.

At the end Dr. Priyanjali Dixit proposed vote of thanks and meeting was concluded.

  
Prof. Dr. P D Sonawane  
IQAC Coordinator

  
Prof. Dr. Vilas R Ugale  
Principal